

**TOWN OF GRANBY
BOARD OF FINANCE
15 North Granby Road
Granby, CT 06035**

The Granby Board of Finance will hold a regular meeting on Tuesday, February 15, 2022 at 7:30 p.m. in the Police Department Community Room.

AGENDA

BUSINESS

1. Approve Minutes from Previous Meeting
2. Public Session
3. Budget Operations Guidelines
4. Audit RFP
5. Confirm Date of Next Meeting
6. Adjournment

Distribution: Town Clerk, BOE, BOF, BOS, Town Manager, Town Treasurer, Recording Secretary, Director of Finance, Supt. of Schools, BOE Bus. Mgr., Library, Press

**TOWN OF GRANBY
BOARD OF FINANCE
MEETING MINUTES
JANUARY 24, 2022**

PRESENT: Michael Guarco, Chairman; Jenny Emery, Kevin Hobson, William Kennedy, James Tsaptsinos. Alfred G. Wilke

OTHERS PRESENT: Erica Robertson, Town Manager; Kimi Cheng, Director of Finance; Jordan Grossman, Superintendent of Schools; Anna Robbins, BOE Business Manager

CALL TO ORDER

The Board of Finance Meeting was called to order by Chairman Michael Guarco at 7:30 p.m.

BUSINESS

1. REMARKS BY FIRST SELECTMAN MARK FIORENTINO

First Selectman Mark Fiorentino announced that the Board of Selectmen has begun the process of creating strategic goals for the Town. Over the next several weeks, he and Town Manager Erica Robertson will meet briefly with each board and commission as part of the process. Each board is asked to submit one or two concise and specific goals to the Town Manager by May 1st. There will be public workshops for residents to provide their input before the final plan is approved by the Board of Selectmen. The final plan will include ten to fifteen goals.

2. APPROVAL OF MINUTES

ON A MOTION by J. Emery seconded by A. Wilke, the board voted (5-0-1) to approve the minutes of December 21, 2021 as written. W. Kennedy abstained.

3. STATEMENT OF ACCOUNTS:

Municipal

- Town Manager Robertson noted December was consistent with previous years with 67% in tax collections.
- Town Clerk and Building Permits are strong.
- Expenditures include deficits in General Administration salaries and IT.
- There have been 16 events for snow/ice control, with several falling on Sundays and/or holidays, which is more expensive. The Director of Public Works is watching the budget closely.

W. Kennedy inquired when the fringe benefit unencumbered allotment comes to term. K. Cheng explained payroll taxes, 401A, life insurance and short-term disability go through the payroll system and the amount will continue to decrease per payroll.

Board of Education

Anna Robbins, BOE Business Manager provided the following General Fund report:

- The forecast for the General Fund is \$153,000 more than anticipated.
- Special Education has been affected by transportation problems with drivers, including an additional line item for two bus monitors.
- Contracts are going up and line items are being closely monitored, especially utilities.
- Out-of-district tuition is about the same right now, although expenses went up.
- Quality and Diversity has not changed much over the past month.
- Special Education is showing favorable in transportation, which balances out tuition. Out-of-district tuition this year is about the same regarding student numbers, but expenses rose.

4. Consideration of Additional Appropriation from Parks & Recreation Fund

Town Manager Erica Robertson explained this is the second appropriation request regarding the toddler playground at Salmon Brook Park. The \$1,300 would include a self-closing gate and a bench. It would come from the Recreation Fund and they have the balance to cover it. This was approved by the Board of Selectmen at their last meeting.

ON A MOTION by W. Kennedy, seconded by A. Wilke, the Board of Finance voted (6-0-0) to authorize an additional appropriation of \$1,300 from the Recreation Fund Balance to fund additional cost to the Salmon Brook Park small playground project.

5. ARPA UPDATE

Town Manager Robertson reported the Board of Selectmen re-established the Intra-Board Advisory Committee (IBAC) at their last meeting. Their first meeting will be held Wednesday, January 25, 2022 to discuss ARPA. The committee consists of three voting members (Sarah Thrall, James Tsaptsinos and Mark Fiorentino) and four non-voting members (Erica Robertson, Kimi Cheng, Anna Robbins, and Jordan Grossman).

The final rules regarding ARPA came out on January 6, 2022 and the U.S. Treasury made some good changes. The biggest change was the calculation process regarding lost revenue. The Town can take the entire \$3.4M without doing the calculation and government services can be financed from this. IBAC will review this at their meetings. There are four years to complete the process.

6. REVIEW OF PLUS ONE BUDGETS AND TENTATIVE OPERATING BUDGET GUIDELINES

The Board briefly discussed the Plus-One Budgets and the importance of creating a budget that will balance the needs of the Town while being sensitive to taxpayers.

7. CONFIRM DATE OF NEXT MEETING

There are two meetings scheduled in February. The first meeting is scheduled for Monday, February 8, 2022 at 7:30 p.m. and is contingent upon the Governor's budget announcement. The second meeting scheduled for February 15, 2022 will only be held if the Governor delays the announcement.

8. ADJOURNMENT

ON A MOTION by M. Guarco, seconded by J. Tsaptsinos, the Board voted (6-0-0) to adjourn the meeting at 9:15 p.m.

Respectfully submitted,


Kathy Kane
Recording Secretary